

# **Brunswick Planning Commission**

## **Minutes**

### **May 23, 2005**

**Commission Members Present:** Chair Ed Gladstone, Vice Chair Don Krigbaum, Secretary Connie Koenig, Council Liaison Walt Stull, and Ellis Burruss, Alternate.

**Staff Present:** City Development Review Planner Jeff Love, and County Planning Liaison Carole Larsen.

Chairman Gladstone called the meeting to order at 7:00 PM.

#### **Chairman**

Mr. Gladstone requested all those in attendance who were going to speak on any of the cases, to rise and be sworn in.

#### **Minutes**

The minutes of the April 25 meeting were reviewed and approved. (MOTION by Mr. Burruss and seconded by Ms. Koenig unanimously passed.)

The minutes of the April 27 Workshop were reviewed and approved. (MOTION by Mr. Burruss and seconded by Ms. Koenig unanimously passed.)

**Old Business** - None

#### **New Business**

#### **Zoning – Site Plan**

**Brunswick Self Storage – Request for Concept Plan Review for comment for a Self Storage Facility:** Located west of Walnut Avenue, south of West Potomac Street, Zoning Classification: I-1; Water and Sewer Classification: W-1, S-1; BR-SP-03-04-CP2

#### **Staff Presentation and Recommendation**

Mr. Love explained that no action was required of the Planning Commission for a Concept Plan. Individual commissioners had the opportunity to voice their concerns and suggestions for revisions.

**Planning Commission Minutes**  
**May 23, 2005**  
**Page 2 of 4**

**Staff Presentation and Recommendation (Cont.)**

He further stated that the plan reflected only some of the changes from the TAC Meeting. However, there still remain numerous Check Sheet and Staff TAC Meeting Comments that still are not addressed to Staff's satisfaction. In addition, the plan with the addition of Parcel 418 had not been reviewed by the agencies. Had the applicant informed Staff of their intent to make the revisions and requested a delay in the hearing, the item would have been postponed to allow for agency review. Some of the more important major issues include the following:

- Florida Avenue (50' R/W) and the alley (20' R/W) adjoining Parcels 420 & 421 are to be extended.
- The City Attorney has indicated that any proposed street or alley shown on the Master Plan must either be shown and at a minimum reserved, or the applicant can either wait for the next update to the Plan to request any changes or submit an amendment to the Master Plan to deal with those issues.
- Multiple-uses must be identified
- City well and easement on Parcel 420 issue must be resolved.
- Water & sewer service issues must be resolved.
- The off-site retaining walls and SWM outfalls are required to have easements from the owner of the affected properties.
- Building Setback Lines must be drawn correctly.
- Any variances or special exceptions that are needed as a result of the final design must be obtained prior to submission for Planning Commission action.
- Public improvements and intersections must be approved by the City Engineer in accordance with the Design Manual or modifications requested.
- The name of the alley must be approved by Frederick County Planning Department in accordance with the County Code in addition to Brunswick Planning Commission approval of the alley name.
- An Addition Plat and Dedication Plat are required to implement the proposed plan.
- A Flower Shop is not a permitted Use.
- All parking and loading areas, and other details of the existing and proposed use of Parcel 418 must be shown and noted on any Site Plan to include parking calculations, screening, landscaping, etc.
- Open Space information must be provided as indicated in Staff Report.
- Once the final design is developed, the location, amount and landscaping in accordance with the Zoning Ordinance will need to be reviewed. In addition, handicap-parking requirements will need to be addressed in accordance with ADA.

**Planning Commission Minutes**  
**May 23, 2005**  
**Page 3 of 4**

**Staff Presentation and Recommendation (Cont.)**

- Additional improvements to West Potomac Street and other areas may be required.
- Parking area landscaping to be provided in accordance with the Zoning Ordinance based on the final site design.
- Lighting needs to be directed downward with minimal off-site glare, and adhere to the “Dark Sky Principle”.
- While it is noted that signage will comply with the Zoning Ordinance, the amount, type and location must be identified to include illumination on the Site Plan and in accordance with the Zoning Ordinance. Generally, signage for another parcel is not permitted separate from the parcel.
- The project may be subject to APFO and a Compliance/ Mitigation Letter is required with any Site Plan package submission.
- The FRO discrepancy between note 13 & 16 on the plan must be resolved. Since there are no forest banks within the city limits, Staff’s preference remains the Fee-in-Lieu.
- The site must comply with the I-1 District Performance Standards, and those requirements must be specifically noted on any Site Plan submission how the site will comply.
- TAC Meeting and Agency Comments must be used in the preparation of any Site Plan.
- The Site Plan will be required to be formally tested for APFO compliance.

**Applicant**

Dave Adams, Van Mar Associates, presented the applicant’s case and answered questions with Bill Hopwood and Rand Weinberg of Weinberg and Miller. The questions included the following:

- How many uses will there be between the three parcels?
- Where is the primary access to the Self-Storage Facility?
- Will there be a security issue for the property? What types of items will be stored on the property? Will those items be regulated somehow?
- How many rental units are there going to be?
- What will the daily traffic volume be?
- Has there been an attempt to contact CSX to gain an easement for the SWM outfalls?

**Public Comment**

Bob Smith of Dayton Avenue and West Potomac Street shared his concerns about the Facility being accessible 24 hours a day.

**Planning Commission Minutes**  
**May 23, 2005**  
**Page 4 of 4**

**Rebuttal**

Mr. Hopwood responded that it would be accessible 24 hours a day, but only available to those people renting on the property. The gates would be controlled by codes and credit cards.

**Decision**

Since there is no action by the Commission for a Concept Plan, there wasn't a vote. Individual commissioners made the following comments:

**Mr. Gladstone** - Shared his concerns in regard to the proposed Flower Shop use.

**Mr. Krigbaum** - Shared his concerns in regard to traffic volume to the proposed facility

**Ms. Koenig** - Stated she was happy that the parcels might be developed. She shared her concerns in regard to access to the facility.

**Mr. Stull** – None.

**Mr. Burruss** - Shared his concerns in regards to gaining easements for the SWM outfalls from CSX. He also commented that this project may be an improvement to the property.

**VOTE: No action required.**

**Public Comment**

Mr. Love reminded the Commission that there would be a regular meeting on June 27 with an overflow date of June 29. The two items currently on the agenda are for Brunswick Crossing. It is anticipated that the overflow meeting will be needed to complete the agenda.

**Adjournment**

The meeting was adjourned at 8:15 PM.

Respectfully submitted,

Connie Koenig, Secretary  
Brunswick Planning Commission